# COUNTY OF SAN DIEGO

## 2018 BENEFITS ENROLLMENT/CHANGE FORM

**Return completed form to the Employee Benefits Division via email: DHRBenefits.FGG@sdcounty.ca.gov or Fax 858-467-9708 or Mail Stop: 0-7**

**EMPLOYEE INFORMATION**

| Employee ID | Last Name | First Name | Middle Initial | Date of Hire | Effective Date |
|---|---|---|---|---|---|
| | | | | | |

| Home Address | City | State | Zip Code | Phone |
|---|---|---|---|---|
| | | | | |

| Enrollment Reason | Date of Enrollment Event | Email Address: |
|---|---|---|
| **Life Event** | | |

Indicate the medical, dental and/or vision plan(s) you wish to enroll in or make coverage changes.
Contact carrier directly to select your **HMO** physician or dentist (no designation is necessary for PPO plans). Medical – UnitedHealthcare -1-888-586-6365, DeltaCare USA DHMO 1-844-697-0579

| MEDICAL PLAN | | DENTAL PLAN | | VSP VISION PLAN |
|---|---|---|---|---|
| ❑ Employee Only | ❑ UnitedHealthcare SignatureValue Performance HMO Network 1 | ❑ Employee Only | ❑ Delta Dental PPO | ❑ Employee Only |
| ❑ Employee + One Dependent | ❑ UnitedHealthcare SignatureValue Performance HMO Network 2 | ❑ Employee + One Dependent | ❑ DeltaCare USA DHMO | ❑ Employee + One Dependent |
| ❑ Employee + Two or More Dependents | ❑ UnitedHealthcare SignatureValue Alliance HMO | ❑ Employee + Two or More Dependents | ❑ Waive Dental coverage | ❑ Employee + Two or More Dependents |
| | ❑ UnitedHealthcare Select Plus PPO | | | ❑ Waive Vision coverage |
| | ❑ UnitedHealthcare Select Plus HDHP/HSA | | | |
| | ❑ Kaiser Permanente HMO | | | |
| | ❑ Kaiser Permanente High Deductible Plan | | | |
| | ❑ Waive Medical coverage (**waiver form required**) | | | |

**Supporting documentation is required as proof of relationship to add new dependents: Spouse - Marriage Certificate; Children – Birth Certificate or Court Documents; Domestic Partner -Affidavit or Certificate of Domestic Partnership. If you have additional dependents, please continue on separate page.**

| **Name of Dependent (Last, First, MI)** | **Please circle Relationship type** | **Gender** | **Date of Birth** | **REQUIRED - Social Security Number *For a Newborn, please provide once obtained** | **Medical** Add / Drop | **Dental** Add / Drop | **Vision** Add / Drop |
|---|---|---|---|---|---|---|---|
| | Spouse / Child / Domestic Partner | M / F | | | | | |
| | Spouse / Child / Domestic Partner | M / F | | | | | |
| | Spouse / Child / Domestic Partner | M / F | | | | | |
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| | Spouse / Child / Domestic Partner | M / F | | | | | |
| | Spouse / Child /Domestic Partner | M / F | | | | | |

**Authorization/Acknowledgement**

1. **Deduction Authorization:** I hereby authorize the County take any applicable before-tax and after-tax deductions from my salary and to pay such sums as are due to selected carriers. This authorization shall apply to any increase or decrease due to the County and is to continue in effect until coverage or employment is terminated. Coverage and payment obligation are effective through the calendar month in which termination of coverage or employment occurs.
2. **Acknowledgement of Release of Enrollment/Change Information**: You authorize The County to transmit your enrollment and any dependent(s) demographic data to the plans in which you are enrolling or changing coverage.
3. **Dependent Coverage:** I hereby certify that the individuals listed on this enrollment form, if any, meet all the individual plans eligibility requirements.
4. **Arbitration Provisions:** *PLEASE READ CAREFULLY - For Kaiser Permanente and UnitedHealthcare only. Please read and sign the corresponding plan's Arbitration Agreement in which you and your dependent(s) are requesting a change or enrollment of coverage.* ***SIGNATURE REQUIRED on the back of this form.***

**MY SIGNATURE ACKNOWLEDGES THAT I HAVE READ AND UNDERSTAND THE AUTHORIZATION/ACKNOWLEDGEMENT. Employee Signature _____ Date _____**

**Kaiser Foundation Health Plan Arbitration Agreement**

**I understand that, (except for Small Claims Court cases, claims subject to a Medicare appeals procedure or the ERISA claims procedure regulation, and any other claims that cannot be subject to binding arbitration under governing law) any dispute between myself, my heirs, relatives, or other associated parties on the one hand and Kaiser Foundation Health Plan, Inc. (KFHP), any contracted health care providers, administrators, or other associated parties on the other hand, for alleged violation of any duty arising out of or related to membership in KFHP, including any claim for medical or hospital malpractice (a claim that medical services were unnecessary or unauthorized or were improperly, negligently, or incompetently rendered), for premises liability, or relating to the coverage for, or delivery of, services or items, irrespective of legal theory, must be decided by binding arbitration under California law and not by lawsuit or resort to court process, except as applicable law provides for judicial review of arbitration proceedings. I agree to give up our right to a jury trial and accept the use of binding arbitration. I understand that the full arbitration provision is contained in the Evidence of Coverage.**

**SIGNATURE REQUIRED FOR KAISER PERMANENTE PLAN**

My signature below indicates that I have carefully read the above "Binding Arbitration" language and agree to its terms.

**Employee Signature _____ Date_____**

**UnitedHealthcare Binding Arbitration Agreement**

**I agree and understand that any and all disputes, including claims relating to the delivery of services under the plan and claims of medical malpractice (that is, as to whether any medical services rendered under the health plan were unnecessary or unauthorized or were improperly, negligently or incompetently rendered), except for claims subject to ERISA, between myself and my dependents enrolled in the plan (including any heirs or assigns) and UnitedHealthcare of California, UnitedHealthcare or any of its parents, subsidiaries or affiliates , shall be determined by submission to binding arbitration. Any such dispute will note be resolved by a lawsuit or resort to court process, except as the federal arbitration act provides for judicial review or arbitration proceedings. All parties to this agreement are giving up their constitutional rights to have any such dispute decided in a court of law before a jury, and instead are accepting the use of binding arbitration.**

**SIGNATURE REQUIRED FOR UNITEDHEALTHCARE**

My signature below indicates that I have carefully read the above "Binding Arbitration" language and agree to its terms.

**Employee Signature _____ Date_____**